

**VILLAGE OF HUNTLEY  
VILLAGE BOARD  
June 24, 2021  
MEETING MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, June 24, 2021 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

**ATTENDANCE:**

**PRESENT:** Mayor Timothy Hoeft; Trustees: Ronda Goldman, Mary Holzkopf, Curt Kittel, and Harry Leopold.

**ABSENT:** Trustees: Niko Kanakaris and JR Westberg

**IN ATTENDANCE:** Village Manager David Johnson, Deputy Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Development Services Charles Nordman, and Village Attorney John Cowlin.

**PLEDGE OF ALLEGIANCE:** Mayor Hoeft asked James Smith, Eagle Scout from Troop 167 to lead the Pledge of Allegiance.

After the Pledge of Allegiance Mayor Hoeft asked Mr. Smith to explain his Eagle Scout project. Mr. Smith reported that he made benches and tables for School District 158.

**PUBLIC COMMENTS:** None

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – Approval of the May 27, 2021 Village Board, and May 27, 2021 Liquor Commission Meeting Minutes

Mayor Hoeft reported that everyone was in attendance and asked if the Village Board had any comments or changes to the Minutes; there were none.

**A MOTION was made to approve the May 27, 2021 Village Board, and May 27, 2021 Liquor Commission Meeting Minutes.**

**MOTION:** Trustee Leopold

**SECOND:** Trustee Kittel

**AYES:** Trustees: Goldman, Holzkopf, Kittel, and Leopold

**NAYS:** None

**ABSENT:** Trustees: Kanakaris and Westberg

**The motion carried: 4-0-2**

b) Consideration – Approval of the June 24, 2021 Bill List in the amount of \$322,246.32

Mayor Hoeft reported that \$48,434.91, or 15.1% is the sum of the purchases listed below:

- \$20,124.72, payment to CB Burke Engineering Ltd. for Construction Engineering Services for the 2021 MFT Street Improvement Program.
- \$8,463.97, payment to Patrick Engineering Inc. for invoice 14 for Engineering Services for the Kreutzer Road Phase I Project.
- \$6,329.00, payment to CB Burke Engineering Ltd. for Engineering Services for the Freeman Road Culvert Replacement Project.
- \$13,517.22, payment to CB Burke Engineering Ltd. for Engineering Services for the Eakin Creek Sanitary Interceptor Sewer Design Project.

Mayor Hoeft asked if the Village Board had any comments or questions; there were none.

**A MOTION was made to approve the June 24, 2021 Bill List in the amount of \$322,246.32.**

**MOTION: Trustee Kittel**

**SECOND: Trustee Holzkopf**

**AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold**

**NAYS: None**

**ABSENT: Trustees: Kanakaris and Westberg**

**The motion carried: 4-0-2**

c) Consideration – An Ordinance Approving a Utility Development and Easement Agreement with Horizon Development Limited Partnership (HDLP) for the Eakin Creek Interceptor Sewer Project

Village Manager David Johnson reported that the Village Board approved a professional services agreement with CBBEL on May 27<sup>th</sup> to complete the design work for the Eakin Creek Sewer Interceptor project. The project would provide for a new gravity flow interceptor sewer that would convey wastewater to an existing 18-inch trunk line sewer that continues to the Village's existing Del Webb Boulevard Lift Station. The connection to the existing 18-inch trunk sewer would be made at an existing sanitary manhole located on the west side of Del Webb Sun City Neighborhood 32B. The limits of the improvements are through property owned by Horizon Development Limited Partnership (HDLP) and therefore a utility easement is required.

Staff Analysis

A Utility Development and Easement Agreement has been prepared which provides terms and conditions for the easement. The agreement provides for both a temporary construction easement and the permanent easement. HDLP will provide the easement at no cost to the Village. In addition, HDLP has agreed to make a capital development contribution in the amount of \$250,000 towards the cost of constructing the new gravity sewer line. The contribution will be due at the issuance of the first building permit for the property (located on the west side of Rt. 47) or at the approval and recordation of a final plat of subdivision, whichever occurs first. The Village will be responsible for construction of the sewer line. In addition to HDLP's contribution, funds collected via the annexation of the Stade property (total of \$1.2 million) will be utilized to complete the project, which is estimated at a cost of \$1.5 million.

Financial Impact

The easement will be provided at no cost to the Village.

Legal Analysis

The Village legal counsel has reviewed the agreement and all is in order for Village Board approval.

Mayor Hoeft asked if the Village Board had any comments or questions; there were none.

**A MOTION was made to approve an Ordinance Approving a Utility Development and Easement Agreement with Horizon Development Limited Partnership for the Eakin Creek Interceptor Sewer Project.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Goldman**

**AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold**

**NAYS: None**

**ABSENT: Trustees: Kanakaris and Westberg**

**The motion carried: 4-0-2**

- d) Conceptual Review – Proposed (i) Amendment to the I-90 / IL 47 Gateway Plan of the Comprehensive Plan to accommodate Business Park and Flex Space and Commercial, as required; and (ii) Zoning Map Amendment to Rezone Property at the Northeast Corner of Route 47 and Freeman Road from “C-2” Regional Retail District to “BP” Business Park District; and Rezone Property at the Northwest Corner of Route 47 and Jim Dhamer Drive from “O” Corporate Office District and “P” Park and Open Space District to “BP” Business Park District and “C-2” Regional Retail District

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that on March 12, 2020, Huntley Development Limited Partnership (HDLP) appeared before the Village Board to request a zoning map amendment to rezone property at the northeast corner of Route 47 and Freeman Road from “C-2” Regional Retail District to “BP” Business Park District; and rezone property at the northwest corner of Route 47 and Jim Dhamer Drive from “O” Corporate Office District and “P” Park and Open Space District to “BP” Business Park District and “C-2” Regional Retail District (a copy of the March 12, 2020 staff report is provided as an exhibit). The rezoning requests also necessitated an amendment to the I-90 / IL 47 Gateway Plan of the Comprehensive Plan to accommodate Business Park and Flex Space and Commercial. The Village Board ultimately denied the request for rezoning by a vote of 2-4. Per the Zoning Code, Section 156.205 (C), a second application filed more than one year after the denial of a prior application shall be heard on the merits as though no prior application had been filed. Should the rezoning application continue through the formal review process, per the same section of code, the applicant shall be required to place in the record all evidence available concerning changes of conditions or new factors that have developed since the denial of the first application.

The petitioner was previously considering the relocation of Eakin Creek on the west side of Rt. 47, which bisects the property, but as stated in March, 2020, is no longer proposing to relocate the creek.

Concept Review

HDLP is now requesting the Village Board to conceptually review a revised proposal for rezoning the properties at both the northwest and northeast corners of Route 47 and Jim Dhamer/Freeman Road. The revisions call for rezoning ±29.7 acres at the northeast corner of Route 47 and Freeman Road from “C-

2” Regional Retail to “BP” Business Park. It also proposes to rezone ±44.4 acres from “O” Corporate Office and “P” Parks and Open Space to “BP” Business Park and “C-2” Regional Retail.

The notable change from the March 2020 petition and the current proposal is the reduction in the amount of property to be rezoned from “C-2” Regional Retail to “BP” Business Park at the northeast corner of Route 47 and Freeman Road. The March 2020 petition proposed to rezone ±38 acres from “C-2” to “BP” and the current proposal is reduced to ±29.7 acres. The proposed rezoning at the northwest corner of Route 47 and Jim Dhamer Drive remains the same as the March 2020 petition. It should be noted, HDLP is not presenting plans to develop the properties at this time, nor is there a potential developer or user for the properties.

#### Required Approvals

Similar to the March 2020 petition, the current proposal to rezone the properties will require an amendment to the I-90 / IL 47 Gateway Plan of the Comprehensive Plan to accommodate Business Park and Flex Space and Commercial. The required amendment to the I-90 / IL 47 Gateway Plan of the Comprehensive Plan and the zoning map amendment to rezone the properties will require a public hearing by the Plan Commission, which requires public notice to surrounding property owners. Following the public hearing, the Plan Commission’s recommendation would be forwarded to the Village Board for final action.

Should HDLP proceed with a formal petition to rezone the property, they have agreed to enter into a development agreement with the Village that would address the following:

- Design guidelines
- Village sign easement for gateway wayfinding and monument signage at the southeast corner of IL Route 47 and Freeman Road, with a contribution of \$25,000 from the developer
- Repurposing of the Huntley/Prime ground sign located along I-90
- Installation of a fountain feature in the pond at the northeast corner of IL Route 47 and Freeman Road
- Traffic study and access approvals by IDOT and the Village for access to IL Route 47
- The extension of Village Green Drive and the IL Route 47 Multi-Use asphalt path prior to the issuance of a building permit for any parcel fronting IL Route 47
- Burial of overhead utility lines and variation to leave certain lines above ground

#### Courtesy Review

The petitioner has requested the Village Board to conceptually discuss the proposed rezoning of the subject site. The Village Board is not required to provide a formal position statement on the proposal, and the petitioner shall not be required to comply with any position statements which are offered. The concept review shall provide the petitioner with initial comments and concerns that should be considered as they proceed in the formal review process. The Village Board and its individual members are not bound by any comments made during the discussion and the petitioner acknowledges that it cannot claim in the future any reliance whatsoever on those comments.

Director Nordman reported that Dwayne Gillen and Phil Waters from the Horizon Group were in attendance to answer questions.

Mayor Hoeft asked if the Village Board had any comments or questions.

Trustee Goldman stated that she finds no fault in the project and stated that she likes some of the changes.

Trustee Holzkopf stated that the side that backs up to Sun City should be enhanced. Mr. Gillen stated that they will provide berms and screening and will come back before the Village Board for approval. Trustee Holzkopf stated that she has concerns with the Sun City residents and recommends that section should be left as open land and not zoned C2.

Trustee Leopold thanked the petitioner for considering the changes backing to Sun City and asked about the road on the east side. Mr. Waters stated that it depends on when development comes but they will be building the bike path right away.

Trustee Kittel stated that he liked the plans for the east side but has concerns with the C-2 zoning on the west side by the homes. Mr. Waters stated that their plans will include large berms and landscaping.

Trustee Goldman stated that she appreciates that Eakin Creek will not be re-routed and stated that she does not want any development that will shine lights into the adjacent homes.

Mayor Hoeft stated the he appreciates their efforts listening to the Board's comments.

There were no other comments or questions.

***No action was taken as the Village Board was requested to discuss the proposed rezoning and provide any questions, comments, or concerns for the petitioner to consider as they proceed in the formal review process.***

- e) Consideration – An Ordinance Accepting Right-of-Way Dedication for Kreutzer Road Required as Part of Annexation of Bernat Industrial Center Subdivision and Approving a Plat of Dedication

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the property known as “Huntley Self Storage” (now StorSafe) located at 11181 Giordano Court was recently sold. As part of the land sale, it was determined that the Kreutzer Road right-of-way dedication required as part of the original annexation agreement was not formally completed and dedicated to the Village. The new owner has agreed to prepare a Plat of Dedication to formalize the dedication.

#### Staff Analysis

The Village Board granted approval of the Annexation Agreement for the Bernat Industrial Center on December 18, 1997. Item number 9 of this Agreement stated in part that “In conjunction with the annexation the Property Owner does agree to provide in the Plat of Annexation for dedication of forty (40) feet of right of way over the Property contiguous to Kreutzer Road.”

There are no documents on file with the Village, nor recorded with either Kane or McHenry County that indicate that the right-of-way dedication was completed as required. The original Annexation Plat defined the limits of the right-of-way as part of the property to be annexed to the Village, however, it was not explicitly dedicated to the Village. The Plat of Dedication will complete the formal dedication of that portion of the existing Kreutzer Road.

Mayor Hoefft asked if the Village Board had any comments or questions; there were none.

**A MOTION was made to approve an Ordinance Accepting Right-of-Way Dedication for Kreutzer Road Required as Part of Annexation of Bernat Industrial Center Subdivision and Approving a Plat of Dedication.**

**MOTION:** Trustee Leopold  
**SECOND:** Trustee Kittel  
**AYES:** Trustees: Goldman, Holzkopf, Kittel, and Leopold  
**NAYS:** None  
**ABSENT:** Trustees: Kanakaris and Westberg  
**The motion carried: 4-0-2**

- f) Consideration – An Ordinance Approving an (i) Amended Final Planned Unit Development and (ii) a Special Use Permit for a Self-Storage Facility in the “M” Manufacturing District for EP HSS 2, Inc. (d/b/a StorSafe), located at 11221, 11225, 11241, 11245, and 11181 Giordano Court

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that EP HSS 2, LLC (Elmdale Partners) purchased the Huntley Self-Storage facility located on Giordano Court in April 2021 and rebranded the facility as StorSafe Self-Storage. The purchase included the two large self-storage sites adjacent to Kreutzer Road (Huntley Self-Storage Phase 1 and 2) and the entire condo warehouse building, which also housed the Huntley Self-Storage business office. Elmdale Partners is proposing to renovate the condo warehouse building into a climate controlled self-storage facility with business office. In October 2020, Elmdale Partners purchased the self-storage facility on Kiley Drive. The two Huntley business locations are using the common names of StorSafe North (Kiley Drive) and StorSafe South (Giordano Court).

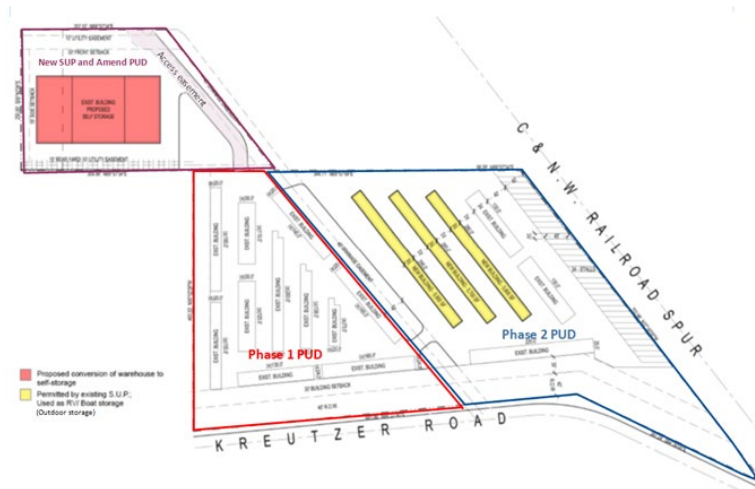
Self-Storage facilities require a Special Use Permit (SUP) in the “M” Manufacturing District. In addition, an amended Planned Unit Development (PUD) is required to bring together the entire StorSafe business on Giordano Court under a single PUD.

*Annexation, Zoning and PUD History*

In December 1997, the southern (Phase 1 and 2) parcels were annexed into the Village, and the annexation agreement provided the framework for the development of the Phase 1 (approved in 1997) and Phase 2 parcels (approved in 1999) as a PUD and the Special Use for a Self-Storage facility.

The Phase 2 portion is entitled for six buildings; however, three buildings were never constructed. Instead, the area has been used (and approved) for the outside storage of vehicles. The petitioner states they plan to keep the existing format and do not plan on constructing the three buildings at this time. If they do proceed with construction in the future, they will need to submit for new building permits and meet all current engineering design standards.

The warehouse building on Giordano Court was utilized for the business office space only and was never included in the Phase 1 and Phase 2 Planned Unit Developments. One existing tenant is on a monthly lease in the warehouse and will be relocating when the proposed renovation project gets underway.



### *Proposed Renovations and Elevations*

The petitioner is proposing to renovate and buildout the 23,688 square-foot warehouse building to include 185 various sized climate controlled self-storage rental spaces, one 486 square-foot office, one 140 square-foot sprinkler room, and the 564 square-foot loading dock.

The entire façade of the building will be painted with a light gray Modac exterior paint product. The accent colors will include the blue and green StorSafe colors. The StorSafe Self Storage wall sign will be painted on the façade. An architectural rendering is included in the exhibits. The existing monument sign will be refurbished to include the single tenant StorSafe signage and will be required to meet the Village monument sign design standards.

### *Operations*

StorSafe of Huntley South will sell a minimal amount of boxes and moving materials as it will operate in concert with the larger, newer StorSafe of Huntley North on Kiley Drive, which stocks and sells significantly more inventory than will be sold from this location. The office will be staffed as follows: Monday-Friday 9:30-6:00; Saturday 9:30-4:00; Sunday 11:00-2:00. Electronic Access to the building will be allowed as follows: Daily and Weekends 5:00 AM to 11:00 PM. These times meet the Village Code requirements for Self-Storage facilities.

### *Parking*

There are 46 parking spaces on the site (including 5 handicap spaces). The Zoning Ordinance requires 1 space per 5,000 square feet for self-storage facilities, and 3.5 spaces per 1,000 square feet of office. The project meets the required parking of five spaces for the warehouse and two spaces for the office.

### *Landscaping*

The existing landscaping at the new climate-controlled facility will remain in place, and the existing landscape islands at the front will be cleaned up. The beds will mulched on an annual basis and dead plant materials will be replaced immediately.

The PUD approved landscaping for the Phase 2 portion included enhanced landscaping along the Kreutzer Road frontage. Last fall, prior to the sale of the property, the previous owner removed a portion of the required landscaping along Kreutzer Road. To date, the landscaping has not been replaced; however, the petitioner has agreed to complete the required Kreutzer Road landscaping and

work with the Village on timing of installation.

#### *Amendment of Final PUD*

Elmdale Partners is now the sole owner of the three properties (Phase 1, Phase 2, and the newly proposed Climate Controlled storage building), and will be operating the entire business under the name of StorSafe of Huntley South. This requires an amendment to the PUD to include all three parcels.

All existing entitlements and Special Uses approved under the Phase 1 and Phase 2 PUD, and existing conditions will remain in full force and effect. Additional conditions that are included in this petition may be duplicate from previous approvals.

#### *Special Use for Self-Storage Facility*

The Plan Commission reviewed the Special Use Permit standards for the new climate controlled self-storage facility and took into consideration the petitioner's Memorandum which addressed the additional standards and regulations for self-storage facilities identified in Section 156.068(F)(6) of the Zoning Ordinance, including: Site Design, Parking, Building Design, Buffering, and Operation.

#### Plan Commission Recommendation

The Plan Commission reviewed the petitioner's request for the Amended PUD and Special Use Permit on June 14, 2021, and with no members of the public offering comments in favor or opposition to the request, recommended approval of the petition by a vote of 6 to 0, subject to the following conditions:

1. The landscaping along Kreutzer Road shall be maintained in accordance with the landscape plan dated 7-15-99 with Ordinance No. 99-07-22-03, or by a revised landscape plan to be approved by the Development Services Department.
2. Enhanced plantings (to be approved by Development Services Department) shall be added in the front landscape islands prior to October 15, 2021.
3. All landscape beds are required to be mulched on an annual basis and dead plantings must be replaced immediately.
4. If an outdoor dumpster is to be utilized, it shall be screened by a dumpster enclosure with steel gates, and be approved by the Development Services Department.
5. No access to the site is allowed from Kreutzer Road.
6. Any future repositioning of the site layout, including the placement of buildings, will require an amendment of the Final Planned Unit Development.
7. No additional signage is approved as part of this plan.
8. No building construction permits, plans, sign permits, or Certificates of Occupancy are approved as part of the special use permit.

#### *The Plan Commission added the following condition:*

9. Any new mechanical equipment and/or electrical units, equipment, vents, and ducts, rooftop or ground mounted, are to be adequately screened from adjacent sites, streets, and sidewalks.

Director Nordman reported that Jim Sayegh representing the petition was in attendance to answer questions.

Mayor Hoeft asked if the Village Board had any comments or questions.

Trustee Leopold asked if the emergency entrance will remain; Mr. Sayegh stated that it would.



Trustee Goldman stated that this was an improvement to the site.

Mr. Sayegh stated that since they took over the Kiley Drive site the occupancy has gone from 31% to over 60%. He also stated that it has been a pleasure working with Staff.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance Approving (i) an Amended Final Planned Unit Development and (ii) a Special Use Permit for a Self-Storage Facility in the “M” Manufacturing District for EP HSS 2, Inc. (d/b/a StorSafe), located at 11221, 11225, 11241, 11245, and 11181 Giordano Court.**

**MOTION: Trustee Holzkopf**

**SECOND: Trustee Goldman**

**AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold**

**NAYS: None**

**ABSENT: Trustees: Kanakaris and Westberg**

**The motion carried: 4-0-2**

- g) Consideration – A Resolution Waiving Competitive Bid and Accepting a Proposal from Allen Visual for the Audiovisual System Upgrade for the Village Board Room in the Amount of \$97,784

Deputy Village Manager Lisa Armour reported that Allen Visual has provided support services to maintain and repair various components of the Village Board audiovisual system over the past decade. As a result, the vendor has extensive knowledge of the system. The projector and screen was replaced in May due to the poor visual quality and the impending failure of the screen. The screen had degraded to a point where at any time it may have failed to operate properly. Most of the remaining system components were installed in 2006 when the Municipal Complex was built. The system utilizes analog technology that is outdated and can no longer be serviced. If any individual piece of equipment were to stop working, the entire system would no longer be functional, as compatible replacement equipment is no longer available. The sound system currently in use is a temporary solution and is not compatible with the existing system.

#### Staff Analysis

Replacement of the system has been included in the Capital Improvement Program for a number of years. It was programmed for the FY20 Budget in the amount of \$85,000. Due to the pandemic, the project was put on hold, although staff reviewed various upgrade options with Allen Visual over the past year. Staff has continued discussions with the vendor and has identified the upgrades as outlined in the attached proposal as providing the needed improvements for the Board Room audiovisual system. Replacement of individual components in the future will be accommodated by a new digital system. Allen Visual will supply the equipment and complete the installation. The new system includes:

- Integrated recording and livestream of meetings capability
- New microphones and additional speakers to improve sound quality
- The ability to play recordings with sound
- New monitors at the dais

In addition, the new digital components of the system will enhance the display quality of the screen viewed by the public.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote Innovation through Technology* as a priority.

Financial Impact

The Village Board approved a carryover budget amendment to the FY21 Budget of \$85,000 in the Capital Projects and Improvements Funds, line item 400-00-00-8003. The cost to replace the screen and project was \$16,452, leaving \$68,548 remaining. The additional cost above \$85,000 will require a budget amendment at a later date for the FY21 Budget. The cost for the sound system (\$1,748) is not part of the permanent upgrade and therefore not part of the budget for this project. The sound system will be used for other Village activities and events once the permanent improvements have been completed.

Legal Analysis

Waiver of bid is required.

Mayor Hoeft asked if the Village Board had any comments or questions; there were none.

**A MOTION was made to approve a Resolution Waiving Competitive Bid and Accepting a Proposal from Allen Visual for the Audiovisual System Upgrade for the Village Board Room in the Amount of \$97,784.**

**MOTION: Trustee Goldman**

**SECOND: Trustee Kittel**

**AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold**

**NAYS: None**

**ABSENT: Trustees: Kanakaris and Westberg**

**The motion carried: 4-0-2**

- h) Consideration – Approval of Payout Request No. 5 (Final) to Schroeder Asphalt Services, Inc. for the 2020 Street Improvement Program in the Amount of \$12,842.91

Mayor Hoeft reported that on February 27, 2020, the Village Board approved a resolution appropriating \$1,200,000.00 in Motor Fuel Tax Funds for Maintenance of Streets and Highways for the 2020 Street Improvement Program and a Resolution Authorizing a Bid Award and Construction Contract to Schroeder Asphalt Services, Inc. in the amount of \$1,375,018.81 for the resurfacing of Northbridge Subdivision for a total length of approximately 3.0 centerline miles.

Schroeder Asphalt Services, Inc. has submitted the fifth and final payout request for the 2020 Street Improvement Program. The Village's project engineer, CBBEL, has reviewed the request and all is in order for consideration of the payout request No. 5 and final.

Staff Analysis

Pay Request	Total Completed Work	Retention	Previous Payments	Amount Requested
#1	\$235,032.80	\$23,503.28 (10%)	\$0.00	\$211,529.52
#2	\$661,802.04	\$66,180.20 (10%)	\$211,529.52	\$384,092.32
#3	\$1,268,324.63	\$63,416.23 (5%)	\$595,621.84	\$609,286.56
#4	\$1,284,290.88	\$12,842.91 (1%)	\$1,204,908.40	\$66,539.57
#5	\$1,284,290.88	\$0.00	\$1,271,447.97	\$12,842.91

The final project cost is \$90,727.93 (6.6%) below the bid amount mainly due to less sidewalk work and less aggregate base repair than planned.

Financial Impact

The FY20 Budget includes funding for the 2020 program in the amount of \$475,000.00 for engineering and partial construction costs from the Streets Improvements and Roads & Bridges Fund, 420-00-00-8001 and \$1,200,000 for construction costs from the MFT Fund, 460-00-00-8001. The full amount of the MFT appropriation was used for construction. Any unexpended budget funds remained in the Streets Improvements and Roads & Bridges Fund.

Legal Analysis

Final waivers and certified payrolls have been submitted.

Mayor Hoeft asked if the Village Board had any comments or questions; there were none.

**A MOTION was made to approve Payout Request No. 5 (Final) to Schroeder Asphalt Services, Inc. in the amount of \$12,842.91 for the work completed under the 2020 Street Improvement Program.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Holzkopf**  
**AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold**  
**NAYS: None**  
**ABSENT: Trustees: Kanakaris and Westberg**  
**The motion carried: 4-0-2**

- i) Consideration – Approval of Payout Request No. 1 to Arrow Road Construction Company for the 2021 Street Improvement Program in the amount of \$76,289.11

Mayor Hoeft reported that on March 11, 2021, the Village Board approved a resolution appropriating \$1,000,000.00 in Motor Fuel Tax Funds for Maintenance of Streets and Highways for the 2021 Street Improvement Program and a Resolution Authorizing a Bid Award and Construction Contract to Arrow Road Construction Company in the amount of \$1,641,889.27 for the resurfacing of the Covington Lakes and Coves of Covington Subdivisions comprising of approximately 90,000 square yards of roadway along approximately 4.6 centerline miles.

Arrow Road Construction Company has submitted the first payout request for the 2021 Street Improvement Program. The Village's project engineer, CBEL, has reviewed the request and all is in order for consideration of the payout request No. 1.

Staff Analysis

Pay Request	Total Completed Work	Retention	Previous Payments	Amount Requested
#1	\$84,765.68	\$8,476.57 (10%)	\$0.00	\$76,289.11

Financial Impact

The FY21 Budget includes funding for the 2021 program in the amount of \$1,114,000.00 for engineering and partial construction costs from the Streets Improvements and Roads & Bridges Fund, 420-00-00-8001 and \$1,000,000.00 for partial construction costs from the MFT Fund, 460-00-00-8001. The full amount of the MFT appropriation will be used for construction. Any unexpended budget funds will remain in the Streets Improvements and Roads & Bridges Fund.

Mayor Hoeft asked if the Village Board had any comments or questions; there were none.

**A MOTION was made to approve Payout Request No. 1 to Arrow Road Construction Company in the amount of \$76,289.11 for the work completed under the 2021 Street Improvement Program.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Kittel**  
**AYES: Trustees: Goldman, Holzkopf, Kittel, and Leopold**  
**NAYS: None**  
**ABSENT: Trustees: Kanakaris and Westberg**  
**The motion carried: 4-0-2**

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:**

Village Manager Johnson reported that a memo was distributed to the Village Board regarding the update to the water system and thanks to the recent rain the system is in a better condition.

**VILLAGE PRESIDENT'S REPORT:**

Mayor Hoeft reported that he, Greg Sanders and Jim Schwartz played in the McCOG golf outing earlier in the day.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

**There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:39 p.m.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Kittel**

**The Voice Vote noted all ayes and the motion carried.**

Respectfully submitted,

Barbara Read  
Recording Secretary